



May 15, 2020

**Fallen Timber Union Cemetery District Joint Meeting
(Waterville Township, Village of Whitehouse, City of Waterville)
May 18, 2020
6:00 P.M.**

Due to the coronavirus (COVID-19) pandemic, Whitehouse Village Council is urging citizens to access public meetings remotely. You may do so by joining a zoom meeting. The information to login is below:

Join Zoom Meeting

<https://us02web.zoom.us/j/5911341561?pwd=YzZZNiILZ2VOc0NLdFRMRHZXMkNSdz09>

Meeting ID: 591 134 1561

Password: Bridge

One tap mobile

+13017158592,,5911341561#,,1#,476762# US (Germantown)

+13126266799,,5911341561#,,1#,476762# US (Chicago)

Dial by your location

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

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+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 591 134 1561

Password: 476762

Find your local number: <https://us02web.zoom.us/j/5911341561?pwd=YzZZNiILZ2VOc0NLdFRMRHZXMkNSdz09>

Notice is hereby given that the Whitehouse Village Council will meet jointly with Waterville Township and the City of Waterville on Monday, May 18, 2020, at 6:00 PM. This meeting will be held over the phone.

Meeting Agenda

- I. Call to Order
 - A. Pledge of Allegiance
- II. Roll Call
- III. Approval of Minutes
 - A. Joint Meeting – May 13, 2019
- IV. Elect Board of Cemetery Trustee: Rebecca Conklin Kleiboerner
 - A. Term Expires 1-1-2021; 3 Year Term: 1-1-2021 to 12-31-2023
- V. Adopt 2021 Cemetery Appropriations
- VI. Set Property Tax Millage for 2021
- VII. Adopt Proposed Cemetery Rules and Regulations
- VIII. Other Items of Mutual Interest
- IX. Adjournment

Fallen Timbers Union Cemetery District
(Whitehouse, City of Waterville, Waterville Township)
Joint Meeting – R.C. 759.27 & 759.341
May 13, 2019
6:00 PM

At 6:02 PM Waterville Mayor Lori Brodie called the joint meeting to order.

The City of Waterville called their Roll.

ROLL CALL for the Village of Whitehouse: Rebecca Conklin Kleiboemer, Mindy Curry, Bob Keogh, Bill May, Louann Artiaga, and Richard Bingham. Also present were the following: Mayor Don Atkinson, Administrator Jordan Daugherty, Clerk Susan Miller, Lori Brodie, Jon Gochenour, Phil Dombey, Barb Bruno, Rod Frey, Timothy G. Pedro, Mary Duncan, Brett Warner, Kyle Hertzfeld, Duke Wheeler, Jennifer Bingham, and Jim Bagdonis.

Waterville Mayor Lori Brodie moved to approve the minutes of the January 7, 2019 joint meeting. Motion unanimously approved. (6 ayes Whitehouse, 3 ayes Waterville Township, 4 ayes City of Waterville)

Waterville Mayor Lori Brodie moved to elect Brett Warner as Cemetery Trustee to a 3 year term (January 1, 2020 to December 31, 2022). Motion was unanimously approved. (6 ayes Whitehouse, 3 ayes Waterville Township, 4 ayes City of Waterville)

Motion by Lori Brodie, seconded by Barb Bruno to adopt the 2020 Cemetery Appropriations. Motion was approved (5 ayes Whitehouse 1 abstain Louann Artiaga, 3 ayes Waterville Township, 4 ayes City of Waterville)

Motion by Lori Brodie, seconded by Barb Bruno to Set Property Tax Millage for 2020 at .46. Motion was unanimously approved (6 ayes Whitehouse, 3 ayes Waterville Township, 4 ayes City of Waterville)

Other items discussed:

- Revenue, Expenditures
- A \$200,000 home in the UCD at .46 mills will be charged \$16.10/half or \$32.20 annually
- Budget appropriation changes
- Debt service is the seed money repayment
- Hourly rate of \$150 is labor, equipment, overtime, weekends
- Some sites are not yet plotted
- Technical and website funding
- County Auditor and Treasurer's fee – fee for collecting real estate tax
- Equipment, mini excavator, pick up truck, 2 lawn mowers, comparison to lease
- Waterville Township transfer took place in 2019
- Next joint meeting is scheduled for May 11, 2020
- Thank you for the incredible job and hard work

Motion by Mindy Curry, seconded by Rebecca Conklin Kleiboemer to adjourn at 6:23 PM.

The City of Waterville adjourned at 6:23 PM.

Waterville Township adjourned at 6:23 PM.

Respectfully submitted,

Susan Miller
Clerk of Council

ANNUAL REPORT 2019

FALLEN TIMBERS UNION CEMETERY DISTRICT

Cemetery District Board of Trustees

Rod Frey – Chairman

Rebecca Conklin Kleiboemer – Vice Chairman

Brett Warner – Trustee

Office – 25 N. Second Street

Waterville, Ohio 43566

Phone – (419) 878-8100

THE FALLEN TIMBERS UNION CEMETERY DISTRICT

On January 7, 2019, the Waterville City Council, the Whitehouse Village Council, and the Waterville Township Trustees, meeting in a joint session, unanimously voted to form the Fallen Timbers Union Cemetery District. Prior to the creation of the Cemetery District, cemeteries in the City of Waterville and the Village of Whitehouse had been maintained by Waterville Township under contracts with the City and the Village. Under the terms of the contracts, the Township was compensated by retaining the revenue received for the sale of cemetery plots and grave opening/closing fees. In 2018, the Township informed the City and the Village that the revenue received was no longer sufficient to cover the maintenance expenses and the contracts would be discontinued. As an alternative to the City, the Village, and the Township separately undertaking the expenses of maintaining the cemeteries, the formation of a "Union Cemetery" as provided in Sections 759.27 and 759.341 of the Ohio Revised Code was considered and was then determined to be the best option for the future operation and maintenance of the five cemeteries located within the City of Waterville, the Village of Whitehouse and Waterville Township. These cemeteries are Wakeman Cemetery in Waterville, Whitehouse, Mennonite, and Rupp Cemeteries in Whitehouse, and Winslow Cemetery in Waterville Township. New burials take place only in Wakeman and Whitehouse Cemeteries.

The day-to-day operation of the Cemetery District is now overseen by a three-member Board of Cemetery Trustees, with one member each from the City, the Village, and the Township. The current Cemetery Trustees are Rod Frey (City of Waterville), Rebecca Conklin Kleiboemer (Village of Whitehouse), and Brett Warner (Waterville Township). The Trustees have appointed Jon Gochenour as the Clerk-Treasurer for the District. In accordance with the Ohio Revised Code, a joint meeting of the Waterville City Council, the Whitehouse Village Council, and the Waterville Township Trustees is required to be held on the day of the first regular meeting of the Waterville City Council in May of each year. The District's annual budget and the property tax rate for cemetery maintenance and operations for the following calendar year are required to be adopted at this meeting. A Cemetery District property tax rate of 0.46 mills for 2020 was approved at the May 2019 joint meeting.

Through the efforts of the City, the Village, and the Township working together, efficient, effective and improved cemetery maintenance can be achieved through economies of scale by the Fallen Timbers Union Cemetery District moving forward into the future.

2019 OPERATIONS IN REVIEW

As of December 31, 2019, the Fallen Timbers Union Cemetery District received \$174,196.70 in revenue, had expenditures of \$62,819.49 and had an ending fund balance of \$111,377.21. The largest source of revenue for the District was from interim funding provided from the City of Waterville and the Village of Whitehouse to fund the operations of the District until revenue from a 0.46 mill property tax is received in 2020. Each entity provided interim funding in the amount of \$50,000 which is scheduled to be repaid at a rate of \$10,000 per year each to the City and Village for the next five years beginning in September 2020. The largest source of expenditure for the District was for reimbursement payments provided to Waterville Township of \$43,873.94 for labor and materials provided to the District in 2019. A copy of the 2019 Revenue and Expenditures for the District is provided on Page 3.

At the end of 2019, the following activity was recorded at the District's two active cemeteries:

Cemetery Lots Sold in 2019: 27

- Wakeman Cemetery: 12
- Whitehouse Cemetery: 15

Cemetery Burials in 2019: 39

- Wakeman Cemetery: 20
- Whitehouse Cemetery: 19

In 2019, all cemeteries owned by the City of Waterville, the Village of Whitehouse and Waterville Township were transferred to the Fallen Timbers Union Cemetery District. At the May 13, 2019 Joint Meeting, the City of Waterville, the Village of Whitehouse and Waterville Township approved the proposed 2020 Appropriations for the District. A copy of 2020 Appropriation for the District is provided on Page 4. The current 2020 Revenue and Expenditure Report for the District as of May 2020 is also provided on Pages 5 – 7.

Respectfully Submitted,



Jon Gochenour
Clerk-Treasurer
Fallen Timbers Union Cemetery District
May 18, 2020

Fallen Timbers Union Cemetery District					
2019 Revenue and Expenditures as of 12/31/2019					
Beginning Balance 01/01/2019			0		
Revenue					
2041-101-0000	General Property Tax-Real Estate		0		
2041-302-0000	Fees- Grave O/C, foundations etc.		32,146.45	2020 Approp	
2041-535-0000	Property Tax Allocation		0		
2041-599-2000	Transfer from Waterville Township		19,436.79		
2041-599-3000	Advance from City of Waterville		50,000.00		
2041-599-4000	Advance from Village of Whitehouse		50,000.00		
2041-701-0000	Investment Earnings		13.46		
2041-804-0000	Sale of Cemetery Lots-WV & WH		22,600.00	2020 Approp	
2041-891-0000	Other - Miscellaneous Operating		0		
2041-892-0000	Other - Miscellaneous Non-Operating		0		
	TOTAL REVENUE		\$ 174,196.70		
Expenditures					
2041-410-111	Salaries - Trustees		0		
2041-410-121	Clerk-Treasurer		0		
2041-410-131	Sexton		0		
2041-410-190	Other - Salaries		0		
2041-410-211	OPERS		0		
2041-410-213	Medicare		0		
2041-410-230	Worker's Compensation		0		
2041-410-310	Professional & Technical Services		3,025.00		
2041-410-311	Accounting and Legal Fees		10,281.00		
2041-410-312	Auditing Services		0		
2041-410-313	UAN Fees		513.00		
2041-410-314	County Auditor/Treas Fees		0		
2041-410-322	Garbage & Trash Removal		0		
2041-410-323	Repairs/Maintenance-Trees, etc.		1,850.00		
2041-410-341	Telephone		440.16		
2041-410-342	Postage		0		
2041-410-351	Electricity		259.89		
2041-410-352	Water		0		
2041-410-353	Natural Gas		0		
2041-410-360-2000	Waterville Twp Contract Labor & Equip		43,873.94		
2041-410-360-3000	Waterville City Contract Labor & Equip		0		
2041-410-360-4000	Whitehouse Vlg Contract Labor & Equip		0		
2041-410-381	Property Insurance Premiums		1,564.00		
2041-410-382	Liability Insurance Premiums		800.00		
2041-410-410	Office Supplies		0		
2041-410-420	Operating Supplies		0		
2041-410-430	Small Tools and Minor Equipment		0		
2041-410-599	Other Expenses		212.50		
2041-760-730	Improvement of Sites		0		
2041-760-740	Machinery, Equipment and Furniture		0		
2041-760-750	Motor Vehicles		0		
2041-760-790	Other - Capital Outlay		0		
2041-890-890	Debt Service - Waterville City		0		
2041-890-890	Debt Service - Whitehouse Village		0		
	TOTAL EXPENDITURES		\$ 62,819.49		
	ENDING BALANCE		\$ 111,377.21		

Fallen Timbers Union Cemetery District 2020 Appropriations					
Beginning Balance 01/01/2020			\$ 111,377.21	*	
Revenue					
2041-101-0000	General Property Tax-Real Estate		162,244.00	**	
2041-302-0000	Fees- Grave O/C, foundations etc.		25,000.00		
2041-535-0000	Property Tax Allocation		0.00		
2041-599-2000	Transfer from Waterville Township		0.00		
2041-599-3000	Advance from City of Waterville		0.00		
2041-599-4000	Advance from Village of Whitehouse		0.00		
2041-701-0000	Investment Earnings		100.00		
2041-804-0000	Sale of Cemetery Lots-WV & WH		13,000.00		
2041-891-0000	Other - Miscellaneous Operating		0.00		
2041-892-0000	Other - Miscellaneous Non-Operating		0.00		
	TOTAL ESTIMATED REVENUE		\$ 200,344.00		
Expenditures					
2041-410-111	Salaries - Trustees		0		
2041-410-121	Clerk-Treasurer		3,840.00		
2041-410-131	Sexton		0		
2041-410-190	Other - Salaries		0		
2041-410-211	OPERS		0		
2041-410-213	Medicare		0		
2041-410-230	Worker's Compensation		0		
2041-410-310	Professional & Technical Services		3,000.00		
2041-410-311	Accounting and Legal Fees		5,000.00		
2041-410-314	County Auditor/Treas Fees		5,000.00		
2041-410-322	Garbage & Trash Removal		1,000.00		
2041-410-323	Repairs/Maintenance-Trees, etc.		29,500.00		
2041-410-327	Waterville Twp Contract Labor & Equip		67,098.00		
2041-410-328	Whitehouse Vlg Contract Labor & Equip		6,000.00		
2041-410-329	Waterville City Contract Labor & Equip		6,000.00		
2014-410-341	Telephone		1,200.00		
2014-410-342	Postage		50.00		
2041-410-351	Electricity		750.00		
2041-410-352	Water		164.00		
2041-410-353	Natural Gas		750.00		
2041-410-381	Property Insurance Premiums		1,920.00		
2041-410-382	Liability Insurance Premiums		1,080.00		
2041-410-410	Office Supplies		50.00		
2041-410-420	Operating Supplies		4,000.00		
2041-410-430	Small Tools and Minor Equipment		1,000.00		
2041-410-511	UAN Fees		960.00		
2041-410-599	Other Expenses		750.00		
2041-760-730	Improvement of Sites		0		
2041-760-740	Machinery, Equipment and Furniture		70,300.00		Mini Excavator, Trailer, 2 Mowers
2041-760-750	Motor Vehicles		32,000.00		Pickup Truck
2041-760-790	Other - Capital Outlay		0.00		Roadway Repairs
2041-890-890	Debt Service - Waterville City		10,000.00		
2041-890-890	Debt Service - Whitehouse Village		10,000.00		
	TOTAL ESTIMATED EXPENDITURES		\$ 261,412.00		
	ESTIMATED ENDING BALANCE		\$ 50,309.21		
* Actual 2019 Ending Balance.					
**Lucas Co Auditor Property Assessment Estimate for 2020.					

FALLEN TIMBERS UNION CEMETERY, LUCAS COUNTY

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Revenue Status

UAN v2020.1

By Fund

As Of 5/8/2020

Fund: 2041 Cemetery

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
2041-101-0000	General Property Tax - Real Estate	\$162,244.00	\$80,010.17	\$82,233.83	49.315%
2041-302-0000	Fees	\$25,000.00	\$9,675.20	\$15,324.80	38.701%
2041-535-0000	Property Tax Allocation	\$0.00	\$0.00	\$0.00	0.000%
2041-599-2000	Other - Other Intergovernmental{Waterville Township}	\$0.00	\$0.00	\$0.00	0.000%
2041-599-3000	Other - Other Intergovernmental{City of Waterville}	\$0.00	\$0.00	\$0.00	0.000%
2041-599-4000	Other - Other Intergovernmental{Village of Whitehouse}	\$0.00	\$0.00	\$0.00	0.000%
2041-701-0000	Interest	\$100.00	\$0.00	\$100.00	0.000%
2041-804-0000	Sale of Cemetery Lots	\$13,000.00	\$18,600.00	-\$5,600.00	143.077%
2041-891-0000	Other - Miscellaneous Operating	\$0.00	\$0.00	\$0.00	0.000%
2041-892-0000	Other - Miscellaneous Non-Operating	\$0.00	\$0.00	\$0.00	0.000%
Fund 2041 Sub-Total:		\$200,344.00	\$108,285.37	\$92,058.63	54.050%
Report Total:		\$200,344.00	\$108,285.37	\$92,058.63	54.050%

FALLEN TIMBERS UNION CEMETERY, LUCAS COUNTY

Appropriation Status

By Fund

As Of 5/13/2020

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Fund: Cemetery
Pooled Balance: \$214,614.94
Non-Pooled Balance: \$0.00
Total Cash Balance: \$214,614.94

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2041-410-111-0000	D Salaries - Trustees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2041-410-121-0000	D Salary - Township Fiscal Officer	\$0.00	\$0.00	\$3,840.00	\$0.00	\$0.00	\$3,840.00	0.000%
2041-410-129-0000	D Other - Salaries - Twp Fiscal Officer's Off.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2041-410-131-0000	D Salary - Administrator	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2041-410-190-0000	D Other - Salaries	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2041-410-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2041-410-213-0000	D Medicare	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2041-410-221-0000	Medical/Hospitalization	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2041-410-230-0000	D Workers' Compensation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2041-410-310-0000	Professional and Technical Services	\$0.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.000%
2041-410-311-0000	Accounting and Legal Fees	\$297.50	\$0.00	\$5,000.00	\$632.50	\$1,312.50	\$3,352.50	24.776%
2041-410-312-0000	Auditing Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2041-410-313-0000	Uniform Accounting Network Fees	\$0.00	\$0.00	\$960.00	\$705.00	\$255.00	\$0.00	26.56 %
2041-410-314-0000	D Tax Collection Fees	\$0.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.000%
2041-410-322-0000	Garbage and Trash Removal	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.000%
2041-410-323-0000	Repairs and Maintenance	\$1,000.00	\$0.00	\$29,500.00	\$29,500.00	\$1,000.00	\$0.00	3.279%
2041-410-341-0000	Telephone	\$0.00	\$0.00	\$50.00	\$0.00	\$50.00	\$700.00	41.667%
2041-410-342-0000	Postage	\$0.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$50.00	0.000%
2041-410-351-0000	Electricity	\$116.75	\$0.00	\$750.00	\$557.60	\$309.15	\$0.00	35.668%
2041-410-352-0000	Water and Sewage	\$0.00	\$0.00	\$164.00	\$0.00	\$0.00	\$164.00	0.000%
2041-410-353-0000	Natural Gas	\$0.00	\$0.00	\$750.00	\$0.00	\$0.00	\$750.00	0.000%
2041-410-360-2000	Contracted Services(Waterville Township)	\$0.00	\$0.00	\$67,098.00	\$67,098.00	\$0.00	\$0.00	0.000%
2041-410-360-3000	Contracted Services(City of Waterville)	\$0.00	\$0.00	\$6,000.00	\$79.01	\$920.99	\$5,000.00	15.350%
2041-410-360-4000	Contracted Services(Village of Whitehouse)	\$0.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.000%
2041-410-381-0000	Property Insurance Premiums	\$0.00	\$0.00	\$1,920.00	\$1,920.00	\$0.00	\$0.00	0.000%
2041-410-382-0000	Liability Insurance Premiums	\$0.00	\$0.00	\$1,080.00	\$330.00	\$750.00	\$0.00	69.444%
2041-410-383-0000	Fidelity Bond Premiums	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2041-410-410-0000	Office Supplies	\$0.00	\$0.00	\$50.00	\$0.00	\$0.00	\$50.00	0.000%
2041-410-420-0000	Operating Supplies	\$0.00	\$0.00	\$4,000.00	\$0.00	\$0.00	\$4,000.00	0.000%
2041-410-430-0000	Small Tools and Minor Equipment	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.000%
2041-410-599-0000	Other - Other Expenses	\$0.00	\$0.00	\$750.00	\$0.00	\$0.00	\$750.00	0.000%
2041-760-730-0000	Improvement of Sites	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2041-760-740-0000	Machinery, Equipment and Furniture	\$0.00	\$0.00	\$70,300.00	\$0.00	\$0.00	\$70,300.00	0.000%
2041-760-750-0000	Motor Vehicles	\$0.00	\$0.00	\$32,000.00	\$0.00	\$0.00	\$32,000.00	0.000%
2041-760-790-0000	Other - Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2041-890-890-3000	Other - Debt Service(City of Waterville)	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.000%
2041-890-890-4000	Other - Debt Service(Village of Whitehouse)	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.000%
Cemetery Fund Total		\$1,414.25	\$0.00	\$261,412.00	\$100,822.11	\$5,047.64	\$156,956.50	1.921%

FALLEN TIMBERS UNION CEMETERY, LUCAS COUNTY

Appropriation Status

By Fund

As Of 5/13/2020

5/13/2020 3:52:07 PM

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Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
Report Total:		\$1,414.25	\$0.00	\$261,412.00	\$100,822.11	\$5,047.64	\$156,956.50	1.921%